

to

REPORT PLAN2020-003

FILE NO: 2019 Rural Zoning By-law Consolidation

# City of Kawartha Lakes Rural Zoning By-law Consolidation and Update



## Project Schedule and Work Plan (Revised July 12, 2019)

| TASKS (Note: Task numbers are revised from the original WSP Proposal)                                  | 2019 |        |      |      |      |      | 2020 |      |       |       |     |      | 2021 |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
|--|------|--------|------|------|------|------|------|------|-------|-------|-----|------|------|--------|-------|------|------|------|------|------|-------|-------|-----|------|------|------|-------|------|------|------|
|  | July | August | Sept | Oct. | Nov. | Dec. | Jan. | Feb. | March | April | May | June | July | August | Sept. | Oct. | Nov. | Dec. | Jan. | Feb. | March | April | May | June | July | Aug. | Sept. | Oct. | Nov. | Dec. |
| <b>Stage 1: Review and Analysis</b>  |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 0.1 Interactive Project Website  |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 1.1 Task Force Meeting   | TF   |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 1.2 Community and Stakeholder Consultation Strategy  | D    |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 1.3 Prepare Consultation Materials with Preliminary Key Issues Identified                              | D    |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 1.4 Technical Advisory Committee Meeting (combined with a public open house)                           |      |        | TAC  |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 1.5 Series of 3 Public Open Houses (3)   |      | P      | P    |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 1.6 Draft Discussion Paper   |      |        |      | D    |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 1.7 Task Force Meeting   |      |        |      |      | TF   |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 1.8 Technical Advisory Committee Meeting   |      |        |      |      | TAC  |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 1.9 Finalize Discussion Paper  |      |        |      |      |      | D    |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 1.10 Council/Planning Advisory Committee Meeting (note: assumes WSP will attend one of these meetings) |      |        |      |      |      |      |      | C    |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| <b>Stage 2: Preparation of Summary Report and Draft Rural Zoning By-law</b>                            |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 2.1 Draft Summary Report   |      |        |      |      |      |      |      | D    |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 2.2 Task Force Meeting (1)   |      |        |      |      |      |      |      |      |       | TF    |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 2.3 Technical Advisory Committee (Teleconference) (2)  |      |        |      |      |      |      |      |      |       | TAC   |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 2.4 Issue-specific Public / Stakeholder Workshops (1)  |      |        |      |      |      |      |      |      |       |       | P   | P    |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 2.5 Preparation of the First Draft Rural Zoning By-law   |      |        |      |      |      |      |      |      |       |       |     | D    |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 2.6 Task Force Meeting   |      |        |      |      |      |      |      |      |       |       |     |      |      | TF     |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 2.7 Technical Advisory Committee Meeting   |      |        |      |      |      |      |      |      |       |       |     |      |      | TAC    |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 2.8 Release First Draft Rural Zoning By-law  |      |        |      |      |      |      |      |      |       |       |     | D    |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 2.9 Series of 3 Public Open Houses (3)   |      |        |      |      |      |      |      |      |       |       |     |      |      |        | P     | P    |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 2.10 Preparation of Second Draft Rural Zoning By-law and Finalize Summary Report                       |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      | D    |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 2.11 Task Force meeting (1)  |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       | TF    |     |      |      |      |       |      |      |      |
| 2.12 Council/Planning Advisory Committee Meeting (note: assumes WSP will attend one of these meetings) |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       | C   |      |      |      |       |      |      |      |
| <b>Stage 3: Rural By-law Refinement and Final Adoption</b>   |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 3.1 Third Draft Rural Zoning By-law  |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       | D     |     |      |      |      |       |      |      |      |
| 3.2 Task Force Meeting   |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       | TF  |      |      |      |       |      |      |      |
| 3.3 Technical Advisory Committee Meeting (1)   |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       | TAC |      |      |      |       |      |      |      |
| 3.4 Statutory Public Open House  |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      | P    |      |       |      |      |      |
| 3.5 Final Draft Rural Zoning By-law (1)  |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      | D     |      |      |      |
| 3.6 Statutory Public Meeting   |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      |      |      |
| 3.7 Final Rural Zoning By-law  |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       | P    |      |      |
| 3.8 Digital Mapping Automated Workflow   |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      | D     |      |      |      |
| 3.9 Council Adoption   |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      | D     |      |      |      |
|  |      |        |      |      |      |      |      |      |       |       |     |      |      |        |       |      |      |      |      |      |       |       |     |      |      |      |       |      | C    |      |

Notes:  
 (1) This task is not included in the original scope and is subject to budget approval  
 (2) This teleconference can be changed to in-person, subject to budget approval  
 (3) The clusters of 3 open houses can be upgraded to 4 open houses, subject to budget approval

**Legend**

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|--|--|---|
| <span style="color: green;">TF</span> Task Force Meeting   | <span style="background-color: lightblue; border: 1px solid black; padding: 2px;">D</span> Deliverable | <span style="background-color: yellow; border: 1px solid black; padding: 2px;">P</span> Engagement Event / Public Meeting |
| <span style="background-color: orange; border: 1px solid black; padding: 2px;">TAC</span> Technical Advisory Committee Meeting |  | <span style="background-color: red; border: 1px solid black; padding: 2px;">C</span> Council Meeting                      |